



15 JUNE 2000

Personnel

UNIT AWARDS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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AFI 36-2818, 1 July 1996 is supplemented as follows. (This supplement is not applicable to the Air National Guard or United States Air Force Reserve units.)

6.2.3. Table 6.1. Annual Unit Air Force Supply Awards. The following paragraphs pertain only to the American Petroleum Institute (API) Trophy Award.

6.2.3.1. (Added) Fuels Management Flights competing for the annual American Petroleum Institute (API) Trophy Award must first compete for the Best Fuels Flight in AMC known as the "William N. Penton" or "THE PENTON" Trophy Award.

6.2.3.2. (Added) Fuels Flights wishing to compete for this annual award will submit the following to HQ AMC/LGSF no earlier than 15 August and no later than 15 September each year.

6.2.3.2.1. (Added) A nomination letter from the Wing Commander.

6.2.3.2.2. (Added) A 10 page booklet that includes:

6.2.3.2.2.1. (Added) A one page narrative of accomplishments for the year being nominated.

6.2.3.2.2.2. (Added) A one page mission statement.

6.2.3.2.2.3. (Added) Photos, awards, community activities, and any other pertinent information the Fuels Management Flight deems appropriate.

6.2.3.3. (Added) HQ AMC/LGSF will:

6.2.3.3.1. (Added) Review packages from all bases that submitted by the 15 September date.

6.2.3.3.2. (Added) Select bases to visit for an on-site evaluation. This will normally be two bases.

6.2.3.3.3. (Added) Notify the selected bases no later than 15 Oct of their selection as a finalist.

6.2.3.3.4. (Added) Conduct an on-site visit with the finalists; conducted by the Command Fuels Officer and Command Fuels Manager.

6.2.3.3.5. (Added) Notify selected winner of “THE PENTON” trophy award no later than 1 December.

6.2.3.3.6. (Added) Establish an appropriate time to have the award presented to the winning Fuels Management Flight.

6.2.3.4. (Added) Present AMC Fuels coins to military and civilian personnel recognizing outstanding individual performance. Members of the Fuels Management staff may also use coins to recognize individual efforts in facilitating the successful accomplishment of a particular fuel program, function, or mission during other than API visits.

JAMES L. LEMONS, Colonel, USAF
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